

CONFIDENTIAL

ER 7-0959

DD/S 55 860

2 June 1955

MEMORANDUM FOR: Deputy Director/Support

SUBJECT : Increase in T/O Ceiling for O/DCI.

25X9 1. It is requested that the T/O ceiling for the O/DCI be increased from [REDACTED] to permit the addition of a GS-5 Clerk-Typist (GS-0322.01) for Colonel Grogan's staff. This additional position has been reflected in the 1956 Operating Budget submitted by this office.

2. There is an increasing backlog of newspaper clippings and data which remains unfiled and greatly hampers the efficient operation of that office and the expediency with which requests from the Director and his Deputies may be processed.

/s/

[REDACTED]
Executive Assistant to the Director

25X1A

Approved. The addition of one ceiling position for the Office of the Director is also authorized.

SIGNED

JUN 10 1955

L. K. WHITE
Deputy Director
(Support)

Distribution:

- Orig. & 1 - Director of Personnel
- 1 - Comptroller
- 1 - Management
- 2 - DD/S *Subject*
- 1 - EA/DCI

065	
No change in Class.	<input type="checkbox"/>
Declassified	<input type="checkbox"/>
Class. Changed to:	TS S (C) 13 DEC 88
Next Review Date:	
Auth.:	HR 70-3
Date:	13 DEC 1978
By:	015

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